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*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Mr. Richard M. Bissell, Jr.

DATE: 6 June 1958

FOIAB3B

FROM :

SUBJECT: Annual Leave for

FOIAB3B

FOIAB3B

1. For your information, neither  nor I plan to take any extended annual leave this year.

2. From time to time, we do hope to take several hours or, at most, a few days. Should the latter case arise, we will, of course, secure your approval in advance. Wherein we take a few hours off, we will, as a matter of practice, inform Doris to ascertain your possible need for us at the time. We will also leave word where we may be reached should need for us arise.